

**CITY OF LONG BEACH
CIVIL SERVICE COMMISSION
MINUTES**

**WEDNESDAY, NOVEMBER 4, 2020
TELECONFERENCE, 8:30 AM**

Susana Gonzalez Edmond, President
Heather Morrison, Vice President



Phyllis O. Arias, Commissioner
Brandon Dowling, Commissioner
Joel Garnica, Commissioner

Christina Pizarro Winting, Executive Director

FINISHED AGENDA AND DRAFT MINUTES

**CIVIL SERVICE COMMISSION MEETINGS ARE HELD VIA
TELECONFERENCE PURSUANT TO EXECUTIVE ORDER N-29-20
ISSUED BY GOVERNOR GAVIN NEWSOM.**

THE CIVIC CHAMBERS WILL BE CLOSED TO THE PUBLIC.

President Gonzalez Edmond called the meeting to order at 8:31 a.m.

FLAG SALUTE

President Gonzalez Edmond asked Commissioner Dowling to lead the Pledge of Allegiance.

ROLL CALL

Commissioners Phyllis O. Arias, Brandon Dowling, Joel Garnica, Heather
Present: Morrison and Susana Gonzalez Edmond

- 1. COMMENTS FROM THE PUBLIC – PUBLIC WILL HAVE THE OPPORTUNITY TO ADDRESS THE COMMISSION BY SUBMITTING WRITTEN COMMENTS VIA EMAIL TO MARLA.CAMERINO@LONGBEACH.GOV.**

Ms. Pizarro Winting read a comment from Erik Maitland, Michael Hallinan, Christopher Stuart and Robert Molinar, regarding classification upgrade and position responsibilities.

Ms. Pizarro Winting read a comment from Ashley Gunckel, Business Representative

with the International Association of Machinists and Aerospace Workers, expressing concern for Agenda Items 10 through 13.

Commissioner Arias would like comments received by the public to be forwarded to the Commission. Ms. Pizarro Winting will have staff forward the comments.

2. [20-289CS](#) **Recommendation to approve minutes:**
Regular Meeting of October 21, 2020

A motion was made by Commissioner Garnica, seconded by Commissioner Dowling, to approve recommendation. The motion carried by the following vote:

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Joen Garnica, Heather Morrison and Susana Gonzalez Edmond

CONSENT CALENDAR (3 – 9):

Passed the Consent Calendar

A motion was made by Commissioner Arias, seconded by Vice President Morrison, to approve Consent Calendar Items (3 - 9). The motion carried by the following vote:

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Joen Garnica, Heather Morrison and Susana Gonzalez Edmond

3. [20-290CS](#) **Recommendation to approve examination results:**
Business Systems Specialist Test #22 (Established 10/28/20)
Electrician Test #09 (Established 10/28/20)
Public Health Nurse Test #09 (Established 10/23/20)

A motion was made to approve recommendation on the Consent Calendar.

4. [20-291CS](#) **Recommendation to approve bulletin(s):**
Geographic Information Systems Technician
Safety Specialist

Senior Program Manager - Harbor

A motion was made to approve recommendation on the Consent Calendar.

5. [20-292CS](#)

Recommendation to receive and file retirement(s):

Timothy Duggan, Fleet Services Supervisor II, Financial Management (34 yrs.)

Sherbert Jones, Assistant Administrative Analyst II, Public Works (29 yrs., 5 mos.)

David Lauro, Police Officer, Police Department (28 yrs., 2 mos.)

Jason Mifflin, Police Officer, Police Department (28 yrs., 2 mos.)

Daniel Mulleary, Special Services Officer III, Police Department (31 yrs., 5 mos.)

A motion was made to approve recommendation on the Consent Calendar.

6. [20-293CS](#)

Recommendation to receive and file resignation(s):

Jazzi Johnson, Police Officer, Police Department (1 yr. 1 mo.)

Nadia Lopez, Customer Service Representative III, Financial Management (4 yrs., 6 mos.)

Rachel Richard, Public Safety Dispatcher II, Disaster Preparedness and Emergency Communications (6 yrs., 6 mos.)

Joseph Schwartz, Business Systems Specialist V, Technology and Innovation (6 mos., 30 days)

A motion was made to approve recommendation on the Consent Calendar.

7. [20-294CS](#)

Recommendation to approve transfer(s):

Rachel Barnes - Clerk Typist II / Airport to Clerk Typist II / Technology and Innovation

Robert Williams - Assistant Administrative Analyst II / Health Department to Assistant Administrative Analyst II / Technology and

Innovation

A motion was made to approve recommendation on the Consent Calendar.

8. [20-295CS](#)

Recommendation to Transfer from Unclassified to Classified Service - Anja Jacobsen, Administrative Analyst

*Communication from Bob Dowell, Director, Energy Resources
Staff report prepared by Elsa Ramos, Personnel Analyst*

A motion was made to approve recommendation on the Consent Calendar.

9. [20-296CS](#)

Recommendation to Approve Extension of Expiring Eligible Lists (6 months)

Staff report prepared by Christina Pizarro Winting, Executive Director

*Business Systems Specialist (H67AN-20) Test #19 (5/14/2020)
Capital Projects Coordinator (EC6AN-19B) Test #01 (5/9/2019) 2
months**

Civil Engineer (K11NN-19) Test #01 (11/8/2018)

Civil Engineer (K11NN-19) Test #06 (5/9/2019)

Civil Engineer (K11NN-20) Test #13 (5/7/2020)

Civil Engineering Assistant (K12NN-19) (11/6/2018)

Electrician (I15NN-19) Test #01 (5/16/2019)

Equipment Mechanic (I06AN-18) (5/3/2018)

Gas Field Technician (EG2AN-19) Test #01 (5/10/2019)

License Inspector (C22AN-20) Test #01 (11/14/2019)

Mechanical Engineering Associate (K33NN-19) (11/14/2018)

Nurse Practitioner (G12NN-20) Test #06 (5/15/2020)

Office Systems Analyst - SD (ND4AN-20) Test #03 (5/6/2020)

*Office Systems Analyst - SD (ND4AN-19) Test #01 (5/10/2019) 1
month**

Plan Checker - Plumbing (K41AN-19) Test #04 (5/8/2019)

Police Officer - Lateral (F23NN-19B) Test #02 (5/6/2019)

Police Officer - Lateral (F23NN-19B) Test #03 (5/16/2019)

Police Officer - Lateral (F23NN-19B) Test #09 (11/14/2019)

Public Health Nurse (G19AN-20) Test #02 (5/21/2020)

Public Health Nurse Supervisor (G20NN-20) Test #01 (5/8/2020)

Public Health Nutritionist (G21AN-20) Test #06 (5/6/2020)
Public Safety Dispatcher - Lateral (J45AN-19C) Test #03 (11/14/2018)
Public Safety Dispatcher - NTN Exam (J45AN-19A) Test #07 (5/6/2019)
Public Safety Dispatcher - NTN Exam (J45AN-20A) Test #09 (11/15/2019)
Public Safety Dispatcher - Post Waiver (J45AN-19B) Test #04 (11/14/2018)
Public Safety Dispatcher - Post Waiver (J45AN-19B) Test #06 (5/6/2019)
Public Safety Dispatcher - Post Waiver (J45AN-20B) Test #09 (11/15/2019)
Refuse Operator (JA2AN-20) Test #22 (11/15/2019)
Safety Specialist (D69AN-19) (11/16/2018)
Senior Civil Engineer (K52NN-20) Test #05 (11/8/2019)
Senior Structural Engineer (K65NN-19) Test #04 (5/8/2019)
Senior Traffic Engineer (K68NN-20) Test #07 (5/8/2020)
Special Services Officer (F33AN-18) Test #27 (5/15/2018)
Special Services Officer (F33AN-19) Test #33 (11/8/2018)
Special Services Officer (F33AN-19) Test #37 (5/6/2019)
Special Services Officer (F33AN-20) Test #40 (11/15/2019)
Water Treatment Operator (MA1AN-20) Test #03 (11/6/2019)
Water Treatment Operator (MA1AN-20) Test #05 (5/7/2020)

A motion was made to approve recommendation on the Consent Calendar.

REGULAR AGENDA

10. [20-297CS](#)

COVID-19 RELATED: REQUEST FOR EXCEPTION TO CIVIL SERVICE RULES AND REGULATIONS AND REQUEST TO EXTEND PROBATIONARY PERIOD - Vu Le, Special Services Officer III-Armed
Communication from Stacey V. Lewis, Human Resources Director, Harbor Department
Staff Report prepared by Sheree Valdoria, Personnel Analyst

Ms. Pizarro Winting introduced Ms. Valdoria who briefed the Commission regarding this request.

Representatives from the Harbor Department were on the call for questions.

Commissioner Arias clarified that this action is being requested so that Mr. Le can meet the requirements of the position.

Commissioner Arias also asked that when the Commission is being asked to approve an exception to a rule, the title reflects the exception for transparency reasons. After a brief discussion with President Gonzalez Edmond, Commissioner Arias and Mr. Anderson, the motion will reflect changing the title.

A motion was made by Commissioner Arias, seconded by Commissioner Garnica, to approve Agenda Item 10 with the amended title to reflect the title of the staff report. The title will be changed from “COVID-19 RELATED: RECOMMENDATION FOR EXTENSION OF PROBATIONARY PERIOD – Vu Le, Special Services Officer III-Armed” to “COVID-19 RELATED: REQUEST FOR EXCEPTION TO CIVIL SERVICE RULES AND REGULATIONS AND REQUEST TO EXTEND PROBATIONARY PERIOD – Vu Le, Special Services Officer III-Armed.” The motion carried by the following vote:

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Joen Garnica, Heather Morrison and Susana Gonzalez Edmond

11. [20-298CS](#)

COVID-19 RELATED: RECOMMENDATION FOR EXTENSION OF PROBATIONARY PERIOD - Christopher Khim, Special Services Officer III-Armed
Communication from Stacey V. Lewis, Human Resources Director, Harbor Department
Staff Report prepared by Sheree Valdoria, Personnel Analyst

Ms. Pizarro Winting introduced Ms. Valdoria who briefed the Commission regarding this request.

Representatives from the Harbor Department were on the call for questions.

A motion was made by Vice President Morrison, seconded by Commissioner Garnica, to approve recommendation. The motion carried by the following vote:

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Joen Garnica, Heather Morrison and Susana Gonzalez Edmond

12. [20-299CS](#)

COVID-19 RELATED: RECOMMENDATION FOR EXTENSION OF PROBATIONARY PERIOD - Ismael Tafolla, Special Services Officer III-Armed
Communication from Stacey V. Lewis, Human Resources Director, Harbor Department
Staff Report prepared by Sheree Valdoria, Personnel Analyst

Ms. Pizarro Winting introduced Ms. Valdoria who briefed the Commission regarding this request.

Representatives from the Harbor Department were on the call for questions.

A motion was made by Commissioner Garnica, seconded by Commissioner Dowling, to approve recommendation. The motion carried by the following vote:

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Joen Garnica, Heather Morrison and Susana Gonzalez Edmond

13. [20-300CS](#)

COVID-19 RELATED: RECOMMENDATION FOR EXTENSION OF PROBATIONARY PERIOD - Jose Terrones Special Services Officer III-Armed
Communication from Stacey V. Lewis, Human Resources Director, Harbor Department
Staff Report prepared by Sheree Valdoria, Personnel Analyst

Ms. Pizarro Winting introduced Ms. Valdoria who briefed the Commission regarding this request.

Representatives from the Harbor Department were on the call for questions.

A motion was made by Commissioner Arias, seconded by Vice President Morrison, to approve recommendation. The motion carried by the following vote:

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Joen Garnica, Heather Morrison and Susana Gonzalez Edmond

14. [20-301CS](#)

RETREAT UPDATE

This item was held over to the next Commission meeting.

A motion was made by Commissioner Dowling, seconded by Commissioner Arias, to table this item to the next Commission meeting. The motion carried by the following vote:

Yes: 5 - Phyllis O. Arias, Brandon Dowling, Joen Garnica, Heather Morrison and Susana Gonzalez Edmond

15. STANDING COMMITTEES

A. Executive Committee

A meeting will be scheduled with the Police Department and the Executive Committee to discuss the Reconciliation Initiative.

B. Recruitment and Selection Committee

The Recruitment and Selection Committee did not meet. Ms. Pizarro Winting stated that the Committee is waiting for a presentation that should come to the Commission soon.

C. Special Projects Committee

Commissioner Garnica provided an update on virtual hearings. She stated that Civil Service staff met with Human Resources to start the Meet and Confer process. Commissioner Garnica reported that a mock hearing will be scheduled for December 2nd or 16th.

16. REPORTS FROM MANAGERS

A. Recruitment Division - Crystal Slaten

Ms. Slaten recognized Maria Macias for her 30 years of service and virtually presented her with a 30-year service pin. Ms. Slaten highlighted Ms. Macias' career with the City.

Ms. Pizarro Winting congratulated Ms. Macias as well.

Ms. Macias stated that the City has always been great to her and her family. She is thankful and blessed to work for the City of Long Beach. She looks forward to more years with the City and will continue to be an asset for the Recruitment Division.

The Commission congratulated Ms. Macias for her years of service.

B. Employment Services Division - Caprice McDonald

Ms. McDonald congratulated Ms. Macias for her years of service.

Ms. McDonald reported that Ms. Goings will be administering the Battalion Chief examination soon. Ms. Goings along with representatives from the Fire Department will be hosting orientations that will take place on November 9th and 10th.

C. Administration Support Services - Maria Alamo

Ms. Alamo congratulated Ms. Macias for her years of service.

Ms. Alamo updated the Commission on the closing of Fiscal Year 2020.

D. Executive Director - Christina Pizarro Winting

Ms. Pizarro Winting congratulated Ms. Macias on her years of service.

17. UNFINISHED BUSINESS

Ad Hoc Subcommittees:

A. Subcommittee to Develop Civil Service Commission Policy regarding requests to Utilize Classified Positions in the Unclassified Service

Ms. Pizarro Winting reported we are still trying to find a common date that will work for Civil Service, Human Resources and the union. She did state that it looks like we are getting close to narrowing one down.

18. NEW BUSINESS

There was no new business discussed.

ADJOURNMENT

President Gonzalez Edmond adjourned the meeting at 9:19 a.m.

NO HEARING

NOTE:

If written language translation of the Commission agenda and minutes for non-English speaking persons is desired, please make your request by phone to the Office of the City Clerk at (562) 570-6101, 72 business hours prior to the Commission meeting.

Kung nais ang pagsasalin ng nakasulat na wika ng agenda ng Komisyon at ang minutes para sa mga taong hindi nagsasalita ng Ingles, mangyaring isagawa ang iyong hiling sa pamamagitan ng telepono sa Opisina ng Clerk ng Lungsod sa (562) 570-6101, 72 oras ng negosyo bago ang pagpupulong ng Commission.

Si desea obtener la traducción escrita en otro idioma de la agenda y actas de la comisión para personas que no hablan inglés, haga su solicitud por teléfono a la Oficina de la Secretaría Municipal al (562) 570-6101, 72 horas hábiles antes de la reunión de la comisión.

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